



Full Time Position
State and Federal Policy Director
Sacramento, California

The Campaign for College Opportunity seeks an experienced State and Federal Policy Director to advance the Campaign’s policy priorities and legislative agenda at a state and national level.

The Organization: The Campaign for College Opportunity is a nonprofit 501(c)(3) broad-based, bipartisan coalition, including business, education, and civil rights leaders, that is dedicated to ensuring all Californians have an equal opportunity to attend and succeed in college to build a vibrant workforce, economy and democracy. Our mission is focused on substantially increasing the number of students attending two- and four-year colleges in the state and who complete their college education. Every day, the Campaign fights to make public policy changes that will help more California students enter and complete college. The Campaign maintains offices in Los Angeles, Sacramento, and Washington D.C.

The Opportunity: The ideal candidate will have the unique opportunity to meaningfully contribute to efforts to resolve a major public policy issue in California—access and success in higher education. The State and Federal Policy Director will play a critical role in advancing a wide range of policy and coalition building activities. This is an exciting opportunity to work in a dynamic environment, with top leadership in the state, supporting an ambitious higher education policy agenda.

The Position:

State Policy (75%)

1. Serve as legislative advocate in support of advancing the Campaign’s legislative and budget priorities, including representing the Campaign at budget and policy hearings, meeting with legislative staff and state agency staff.
2. In partnership with the Policy Director, analyze state legislation, the state budget, and higher education policy priorities related to advancing the Campaign’s key strategic priorities.
3. Build and nurture a broad range of relationships with policymakers and their staff, legislative staff to partner organizations, and other critical statewide decision makers.
4. Advise, participate in and develop coalitions in support of the Campaign’s priorities.
5. Represent the Campaign at a variety of legislative functions (including but not limited to hearings, receptions, fundraisers, and press conferences).
6. Support candidate outreach strategy and activities for Assembly, Senate, and Gubernatorial races.
7. Conduct policy analysis, review research, and craft policy recommendations for the Campaign for College Opportunity reports and policy briefs.

Federal Policy (25%)

1. Monitor key federal higher education policy aligned with the Campaign's strategic federal priorities, including monitoring congressional and administration activities, policy and budget proposals.
2. Execute targeted congressional California caucus outreach, including the engagement of viable congressional candidates.
3. Support federal policy and advocacy grant activities and enterprise potential continued funding opportunities in support of this work.
4. Serve as Campaign representative on key federal coalitions aligned with the Campaign's top federal priorities including but not limited to transfer, college affordability, college completion, and closing racial equity gaps in higher education.
5. Maintain key federal contacts and relationships.

Qualifications

- A Bachelor's degree in public policy, political science, communications, or other related field is required. A Master's degree is preferred;
- A minimum of five years of demonstrated relevant work experience (which includes advocacy, policy analysis, or other outreach work);
- Excellent oral and written communications skills;
- Knowledge of the education and political landscape;
- Proficiency in Microsoft Office;
- Strong organizational skills and attention to detail;
- Demonstrated ability to clearly and accurately describe complex issues in ways that different audiences can understand;
- Excellent project management skills and ability to manage multiple projects in a fast-moving, team-oriented environment.

Location

The Campaign has shifted to a hybrid environment that facilitates both virtual and in-person work, including intentional in-person time for all-staff to connect, build cohesion, and bond. We welcome remote applicants for this position with the understanding that this role will require regular in-person attendance at meetings in our Sacramento office, as well as participation in events and meetings in the Sacramento area on a regular basis.

Vaccination Requirement

For the safety and wellbeing of our staff, the Campaign requires all employees to be fully vaccinated with COVID-19 vaccines as a condition of employment.

Compensation

Annual salary will be commensurate with experience and qualifications in the range of \$75,000 to \$86,000. The full compensation package for this position, which includes salary plus 100% medical/dental/vision premium insurance coverage for you and your dependents, life insurance, and a generous 401k match of up to 5%, ranges from \$83,500 to \$108,000. The Campaign provides three weeks paid vacation and annual professional development opportunities as approved by your Supervisor.

Selection Process

The Campaign for College Opportunity will accept applications for the position beginning August 24, 2022. Interested parties should forward a cover letter and resume indicating “State and Federal Policy Director” in the subject line by email to: **recruitment@collegecampaign.org**.

Applicants should visit our website to learn more about the Campaign at www.collegecampaign.org before submitting a cover letter and resume. All candidates should review our research and publications to understand the work expected for this position.

All candidates selected for an interview will be required to submit original writing and work samples. Three professional references will also be requested.

The Campaign for College Opportunity is an equal opportunity employer and encourages applications from qualified persons of every background. All applicants should visit our website to learn more about the Campaign at www.collegecampaign.org before submitting a cover letter and resume.

No phone calls please.